

INSTRUCTIONS TO DEBTOR

The trustee appointed to your case has filed a *Final Report* indicating that you have completed the plan payments and may now be eligible for a discharge. A copy of the *Final Report* is enclosed. Please read the following instructions carefully, complete the *Certification of Eligibility for Discharge* form provided and return it to the court.

STEP 1. Immediately prepare the *Certification*. You must file the *Certification* with the court not less than 14 days (2 weeks) from the date of service of the *Trustee's Final Report*. You may use the Trustee's signature date to calculate the 2-week period or call the court at (619) 557-5620 for the precise deadline.

STEP 2. Check **BOX 1** if you have never been ordered or are no longer obligated to pay either current or past due domestic support. Consult with your attorney if you have any questions. Court staff may not provide legal advice. Date and sign the *Certification*. Proceed to STEP 4.

OR

STEP 3. Check **BOX 2** if you remain under the obligation to pay support but are current in your payments as of the date you sign the *Certification*. **EXCEPTION: IF YOU ARE NOT CURRENT WITH YOUR OBLIGATIONS, DISREGARD THESE INSTRUCTIONS. DO NOT COMPLETE OR RETURN THE CERTIFICATION TO THE COURT.**

- Insert the name and address of all domestic support obligation holders in the space provided. You must include any applicable state child support enforcement agency collecting on their behalf. If additional space is needed, continue on a separate page and attach to the *Certification*.
- Check the name of the trustee appointed to your case.
- Date and sign the *Certification*.
- Mail copies of the completed form to:
 - United States Trustee
 - Chapter 13 Trustee
 - All Domestic Support Obligation Holders
 - Any applicable state child support enforcement agency collecting on behalf of a Domestic Support Obligation Holder

STEP 4. Mail or personally file the original *Certification* with the court at the following address:
United States Bankruptcy Court
Southern District of California
325 West "F" Street
San Diego, California 92101-6991

IF YOU QUALIFY FOR A DISCHARGE, FAILURE TO COMPLETE AND RETURN THIS *CERTIFICATION* TO THE COURT MAY CAUSE YOUR CASE TO BE CLOSED WITHOUT A DISCHARGE. TO ENTER YOUR DISCHARGE, YOU WOULD BE REQUIRED TO FILE A NOTICE OF MOTION AND MOTION TO REOPEN YOUR CASE AND PAY THE REQUIRED FEE.
THIS FEE MAY NOT BE WAIVED.